



**NORTH CAROLINA DEPARTMENT OF JUSTICE
CRIMINAL JUSTICE STANDARDS DIVISION**

ROY COOPER
ATTORNEY GENERAL

PO DRAWER 149
RALEIGH
27602-0149
PHONE: (919) 661-5980 • FAX: (919) 779-8210

STEVEN G. COMBS
DIRECTOR

M E M O R A N D U M

Date: 1 September 2015
To: School Directors
From: Merrily Cheek, Research & Planning Specialist
RE: Administrative Rules regarding Specialized Instructors

The purpose of this memorandum is to serve as an update as to a recent rule revision in 12 NCAC 09B. 0305, Terms and Conditions of Specialized Instructor Certification. The North Carolina Criminal Justice Education & Training Standards Commission now requires the following:

Specialized Physical Fitness Instructor

Effective January 1, 2016, instructors seeking renewal will have to demonstrate proficiency by achieving a passing score on the Basic Law Enforcement Training Police Office Physical Abilities Test (POPAT) course at least once during the three year period of certification. This shall be administered by a certified Specialized Physical Fitness Instructor.

The F-12A (Instructor Renewal) has been revised and now requires the applicant to attach a copy of the POPAT Post Course form.

Specialized Firearms Instructor

Effective January 1, 2016, instructors seeking renewal will have to demonstrate proficiency by achieving a 92% on the BLET firearms qualification day and night courses at least once during the three year period of certification. This shall be administered by a certified Specialized Firearms Instructor.

The F-12A now requires the applicant to attach a copy of the BLET Firearms Qualification Record.

Forms

The F-12A, POPAT Post Course form, and the BLET Firearms Qualification Record are found on the Forms page of our website.

<http://ncdoj.gov/About-DOJ/Law-Enforcement-Training-and-Standards/Criminal-Justice-Education-and-Training-Standards/Forms-and-Publications.aspx>

If you have any questions, staff may be reached at 919-661-5980.